

## **TRUMBULL LIBRARY BOARD OF TRUSTEES MINUTES**

June 9, 2010

Trumbull Library

Members Present: James Cebulski, Chairman, Tara Liskov, Vice Chairman, John J. Lauria, Anthony Petitti, Carol Porrata Elstein, Diane Schwartz, Joseph Schlig, Mary Whatley

Members Absent: Arthur Kukla

Also Present: Susan J. Horton, Library Director, Ms. Nicole Cignoli, Trumbull Library Program Coordinator, Ms. Kristine Miklus, Miklus Foundation, Joanne Orenstein, Clerk

**The meeting was called to order at 7pm by Chairman Cebulski at 7:05pm.** Mr. Cebulski apologized for his absence last month, and thanked Ms. Porrata Elstein for filling in.

### **Public Session:**

Ms. Miklus presented a certificate of liability; a temporary liquor license is pending the police department's background check. They will be selling T-shirts, having a raffle, wine tastings, and professional musicians will be playing at the Miniature Golf Fundraiser July 12 and 13. The only places where food and drink will be offered will be in the Community Room. There will be adults only Saturday night, and they are taking measures to ensure that no minors will be served alcohol. They have one request: that the event be posted on the Library website. It is on the Town's website. Ms. Miklus hopes to be present July 14 with thanks and a check.

**Correspondence:** None.

**Minutes:** Mr. Schlig made a motion to approve the Minutes of May 12, 2010. Ms. Schwartz seconded. VOTE: Mr. Cebulski and Ms. Liskov abstained, all others in favor.

**Nicole Cignoli, TLS Program Coordinator,** presented her Thesis, "Evaluation of Services and Programs of the Trumbull Library System Through Cost Benefit Analysis and Patron Perception." She distributed a 3-page executive summary highlighting the actual report, as well as the report itself. Her goal was to determine the value of the Trumbull Library to its patrons. A value of a public service is not just dollars and cents. Part of the project was a two-week patron survey which yielded 165 responses. The surveyed showed that the collection had value, an average of \$5.35 per every dollar spent; participants regularly use the Library, and the 9 areas most important to them were also areas that needed improvement. Ms. Cignoli used analyses done in Suffolk County and St. Louis as models and for comparison. The analysis seemed to show that the Library is going in the right direction, and is a viable part of the community.

**Chairman's Report:** Mr. Cebulski noted that one of the jobs of the Board and the Strategic Plan is to have the public critique the Library. Ms. Cignoli's thesis is a great gift to the Library.

**Director's Report:** Ms. Horton reported that the cleaning service issue has been resolved. The Friends' are getting their award on Saturday.

Ms. Horton noted that Barry Diamond is now in jail. She called Vaman Kidambi, an Attorney who was formally the Secretary for the Trumbull Library Foundation, and for which Barry Diamond was President. They are getting all the records to prove due process, Rick Bolton brought in all his records, and Adam Kasowitz, CPA, did the accounting, and will bring everything in. Mr. Kidambi will go through it all and put a statement in the paper regarding due process, showing all the money is in the right place. A private investigator, the CPA and Mr. Kidambi all feel the Library records may be clean. Mr. Cebulski polled the Board to determine if they felt the Foundation should be closed, or renamed and repopulated. The majority view was to keep it going long enough to let due diligence run its course, and then probably close it or maybe just rename it and re-organize it. Mr. Cebulski proposed completing due diligence, bringing Mr. Kidambi in to go over the pros and cons, and then deciding to close it or keep it open.

Ms. Horton reported they will be doing another One Book/One Town project next spring. It will have a more adult focus, but with parallel children's books. The book will be about an "issue".

**Treasurer's Report:** Ms. Schwartz reported that memorials and gift donations have gone up. On the 802 account Equipment and Building maintenance, they are having a dog fight with the Town over reimbursement for the new HVAC compressor. The Town owns the building; therefore there really is no question about who is financially responsible.

**Fairchild-Nichols Branch:** Ms. Whatley reported they had a brief meeting. They discussed the new budget. The furniture in the Community Room where children do craft projects is going to be replaced, in kid size. The nominating Committee is putting together a new slate of officers.

### **Old Business:**

**Parking Lot:** Ms. Porrata Elstein reported that Dmitry Paris and Joseph Schlig met to discuss the lay out and plantings. She would like to get a second opinion on the conservation committee's suggested re-plan; their revised plan has two dead-ends. That committee includes Dale Parsons, and Don Watson, who are both Landscape architects, and Bob and Mary Keenan. The purpose of getting them there was to save trees, and get them involved. Ms. Porrata Elstein felt she might be able to get a compromise between the two plans. The Town has \$15,000 appropriated to the parking lot. They would like the Library Board to match that. There is already \$6000 in, so another \$9000 is needed, plus \$5000 for planting. Mr. Cebulski asked for volunteers for fundraising. Ms.

Liskov's concern was that there be back-up money if the funds are not raised in 6 months. Assured there would be, Ms. Liskov volunteered, along with Ms. Whatley and Ms. Porrata Elstein.

Strategic Plan: Mr. Cebulski said the Committee needed to review the Strategic Plan and see if there has been progress. He asked for the evaluation to be done by September. Ms. Horton suggested putting Ms. Cignoli on the Ad Hoc Committee. There was much discussion.

Policy Review Committee: Mr. Petitti and Ms. Schwartz met. They discussed the policies for Display case fees, Meeting room fees and copy fees. They decided to postpone the review of copy fees. The policy for the exhibit areas, including the cases, was reworded, adding "and not for personal profit." The display cases are booked for the next two years, Ms. Prusak has the schedule. Mr. Schlig made a motion, and Ms. Whatley seconded, to change the policy on display cases to add "not for personal profit." VOTE: All in favor.

The fee policy for the Community Room was also discussed. The Library Staff always sets up the equipment in the Community Room, no meeting begins after the Library closes, and the desk staff has to unlock the building. This issue was tabled for the next meeting.

**Adjournment:** Mr. Lauria made a motion to adjourn, Mr. Petitti seconded. VOTE: All in favor at 8:58pm.

Respectfully submitted,

Joanne Glasser Orenstein  
Clerk

Approved:

James J. Cebulski, Chairman  
Trumbull Library Board of Trustees

The next meeting of the Trumbull Library Board of Trustees will be Wednesday, July 7<sup>th</sup> at 7pm.